

FREDERICK COUNTY PLANNING COMMISSION  
Minutes of Meeting for  
Wednesday, July 14, 2021

*Virtual Meeting*

*See video for further meeting details: <http://frederickcountymd.gov/5956/Video-Archives>*

Members Present: Sharon Suarez, Chair – portion of meeting; Sam Tressler, Vice-Chair; Craig Hicks, Secretary – portion of meeting; Joel Rensberger, Michael Sowell, Carole Sepe, and Terry Bowie.

Members Absent: Craig Hicks, Secretary – portion of meeting.

Staff Present: Mike Wilkins, Development Review Director; Kimberly Golden Brandt, Livable Frederick Director; Mark Mishler, Traffic Engineer; Kathy Mitchell, Senior Assistant County Attorney; Steve Horn, Division Director; Graham Hubbard, Principal Planner; Ashley Moore, Principal Planner; Cody Shaw, Principal Planner; and Karen James, Administrative Specialist.

The meeting was called to order at 9:31 a.m.

1. **PLEDGE OF ALLEGIANCE** Mr. Tressler

2. **ROLL CALL** Ms. Suarez

Ms. Suarez motioned that Minutes to Approve be moved until after Planning Commission Comments. Mr. Rensberger 2<sup>nd</sup>.

<u>VOTE</u>	7-0-0-0
FOR:	7 - Tressler, Rensberger, Sepe, Sowell, Bowie, Suarez, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

3. **PLANNING COMMISSION COMMENTS**

Ms. Suarez announced she would step down from the Frederick County Planning Commission and Mr. Tressler would take over the July, as well as, August meetings. Ms. Suarez has accepted a position with The City of Frederick. She expressed her appreciation and thanks to the Planning Commission members and Frederick County staff, and said it has been a joy to serve. Commission members expressed their pleasure having served with Ms. Suarez. Staff members shared their praise including Mr. Wilkins, Ms. Mitchell and Mr. Horn.

4. **MINUTES TO APPROVE**

May 26, 2021 – Mr. Tressler asked if there were any changes or additions. Mr. Hicks

requested one change to the minutes. Roll call vote taken to accept the minutes as amended.

<u>VOTE</u>	<u>6-0-0-0</u>
FOR:	6 - Tressler, Rensberger, Sepe, Sowell, Bowie, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

**5. AGENCY COMMENTS / AGENDA BRIEFING**

Mr. Wilkins said the next Planning Commission meeting is scheduled for August 11. Currently there are seven potential development review items. There is also the possibility of 11 water and sewer amendments. It may be decided to hold an additional meeting in August.

The August 11 meeting will be a hybrid meeting with Planning Commission members and staff members meeting in the first floor hearing room at Winchester Hall. Applicants and consultants will continue to participate via WebEx. Members of the public can continue to participate via the Public Input line. The regularly scheduled election of Planning Commission officers will be held at the September meeting.

**6. SITE PLAN**

- a) Juturna Springs - The Applicant is requesting Site Plan approval to establish a SCUBA facility within an existing Mineral Mining district. Located on the north side of Woodsboro Road. Tax Map 42 Parcel 97; Zoned: Mineral Mining; Planning Region: Walkersville SP79-05 (A/P#SP260620, APFO#A260621, FRO#F260474) *Cody Shaw, Principal Planner*

**Staff Presentation:**

Cody Shaw

**Applicant Presentation:**

Bill Brennan, B&R Design Group

Matt Skogebo

Mr. Rensberger asked about traffic volume and speed. Mr. Sowell questioned the need for lighting and safety measures at night. Mr. Hicks asked if other activities would take place there, as well as, asking about the relationship between the mineral mining and SCUBA facility. Ms. Sepe asked about the number of pavilions and signage. She also questioned the location of a restroom which appeared to be on a gravel driveway. Mr. Bowie asked about public safety guidelines or restrictions. Ms. Sepe asked Mr. Brennan to explain Phase III regarding placement of restrooms. Mr. Hicks expressed that the plans submitted were unclear and did not reflect what was being discussed.

**Public Comment:**

None

**Decision:** Mr. Rensberger made a motion to approve, per the conditions listed in the staff report and to include restroom relocation out of the driveway in Phase III with staff approval as discussed at the public meeting. Ms. Sepe, 2<sup>nd</sup>.

<u>VOTE</u>	<u>5-1-0-0</u>
FOR:	5 - Tressler, Rensberger, Sepe, Sowell, Bowie
AGAINST:	1 - Hicks
ABSTAIN:	0
ABSENT:	0

Break taken from 11:18 a.m. to 11:31 a.m.

- b) Remax Urbana – The Applicant is proposing Site Development Plan approval for a 5,180 sq. ft. addition to an existing 3,200 sq. ft. professional office building located on a 0.47 acre site.

Located at 3527 Urbana Pike, approximately 1,200 ft. west of Sugarloaf Parkway. Tax Map: 96, Parcel: 118; Zoned: Village Center (VC); Planning Region: Urbana SP12-03 (AP# SP261745 APFO# A261751 FRO# F261746) *Ashley Moore, Principal Planner*

**Staff Presentation:**

Ashley Moore

**Applicant Presentation:**

Fran Zeller, Harris, Smariga and Associates  
Paul Katrivanos

Mr. Hicks asked about adequate parking and the question was raised as to whether or not public parking/on-street parking can be included in the count. Ms. Sepe looked at the current plans searching for a solution. Mr. Sowell continued with the parking topic as did Mr. Rensberger. Plans include utilizing parking spaces at a neighboring church. Landscaping plans were also presented.

**Public Comment:**

None

**Decision:** Ms. Sepe made a motion to conditionally approve, as per the conditions and modifications as listed in the staff report, as well as a revision to Modification #2 Parking Modification for a 4-parking space shortfall and granting approval for the use of 8 off-street parking spaces. Mr. Bowie 2<sup>nd</sup>.

<u>VOTE</u>	<u>3-2-0-1</u>
FOR:	3 - Tressler, Sepe, Bowie
AGAINST:	2 - Rensberger, Sowell
ABSTAIN:	0
ABSENT:	1 - Hicks

- c) **Libertytown Water Treatment Plant** – The Applicant is requesting Site Plan approval to construct a water treatment plant and water storage tank. Located along Daysville Road, approximately ¼ mile west of Liberty Road (Main Street).

Tax Map: 51, Parcel: 19; Zoned: PUD; Planning Region: Walkersville  
SP21-03 (AP# SP264034 APFO# A263925 FRO# F264036)

*Graham Hubbard, Principal Planner*

**Staff Presentation:**

Graham Hubbard

**Applicant Presentation:**

Mike Wiley, Wormald Companies

Dave Schlott Jr., ARRO Consulting

Mr. Bowie asked about the project's close proximity to the Walkersville Watershed; Mr. Rensberger asked if there had been any feedback regarding the appearance of the tower. Ms. Sepe noted the increase of capacity compared to the letter of understanding. It was explained that the original capacity listed is not available. Presenter Mike Wiley stated that the property is in the Linganore Watershed area.

**Public Comment:**

None

**Decision:** Mr. Sowell made a motion to approve, as per the conditions as listed in the staff report. Mr. Bowie 2<sup>nd</sup>.

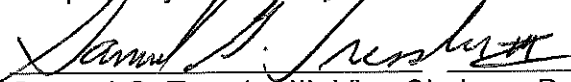
<u>VOTE</u>	<u>5-0-0-1</u>
FOR:	5 - Tressler, Sepe, Bowie, Rensberger, Sowell
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 -Hicks

Motion to adjourn by Mr. Rensberger. Mr. Sowell 2<sup>nd</sup>.

<u>VOTE</u>	<u>5-0-0-1</u>
FOR:	5 - Rensberger, Sowell, Tressler, Sepe, Hicks
AGAINST:	0
ABSTAIN:	0
ABSENT:	1 - Hicks

Meeting adjourned at 1:11 p.m.

Respectfully Submitted



Samuel G. Tressler III, Vice Chair      Date